

**Enrolled Minutes of the Ninety-Fourth Regular or Special Meeting
For the Twenty-Seventh Highland Town Council
Regular Meeting
Monday, September 14, 2015**

Study Session. The Twenty-Seventh Town Council of the Town of Highland, Lake County, Indiana met in a study session preceding the regular meeting on Monday, September 14, 2015 at 6:45 O'clock P.M. in the regular place, the meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

Silent Roll Call: Councilors Bernie Zemen, Mark Herak, Dan Vassar, Steve Wagner and Konnie Kuiper were present. The Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

General Substance of Matters Discussed.

1. The Town Council discussed the agenda of the imminent regular meeting.
2. The Town Council discussed with the Fire Chief a truck fire that occurred at the Pleasant View Dairy.

The study session ended at 6:59 O'clock p.m.

Regular meeting. The Twenty Seventh Town Council of the Town of Highland, Lake County, Indiana met in its regular session on Monday, September 14, 2015 at 7:00 O'clock P.M. in the regular place, the plenary meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

The Town Council President, Mark A. Herak, presided and the Town Clerk-Treasurer, Michael W. Griffin, was present to memorialize the proceedings. The meeting was opened with Councilor Dan Vassar reciting the Pledge of Allegiance to the Flag of the United States of America and offering a prayer.

Roll Call: Present on roll call were Councilors Bernie Zemen, Mark Herak, Dan Vassar, Steve Wagner and Konnie Kuiper. The Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

Additional Officials Present: Rhett L. Tauber, Town Attorney; John M. Bach, Public Works Director; Peter Hojnicky, Metropolitan Police Chief; William R. Timmer, Jr., CFOD, Fire Chief; Alex M. Brown, CPRP, Superintendent of Parks and Recreation; Cecile Petro, Redevelopment Director; and Kenneth J. Mika, Building Commissioner, were present.

Additional Persons attending: Peter J. Visclosky, United States House of Representatives; Mark Lopez, U.S. House Chief of Staff; and John Diederich, Executive Vice President of Peoples Bank were also present.

Also present: Ed Dabrowski IT Director (Contract); and Randy Bowman, Assistant Inspector for Electrical were also present.

Minutes of the Previous Meetings:

The minutes of the regular meeting of August 24, 2015 were approved by general consent.

Special Orders:

1. **Special Discussion.** Hon. Peter Visclosky, United States House of Representatives, (IN Dist. 1) at the invitation of the Town Council, will be present to discuss the Westlake Corridor Extension for the South Shore Train and the associated Interlocal Cooperation Agreement for cost Sharing the initiative.

The Town Council President welcomed Congressman Visclosky, thanking him for accepting the Town Council invitation to discuss the interlocal cooperation agreement and the South Shore Train extension.

Congressman Visclosky noted that the Town of Highland was an early participating community in terms of making the first commitments to contribute some of its CEDIT money to the extension project. He then offered an overview on the project and its merits. He noted that if approved by the proper Federal Agency, there is a 1 for 1 return in terms of investment. He further noted that 13 of 20 cities and towns plus the county committed to the long-term contribution of thirty years. Indiana General Assembly has committed approximately 1/3 of the funds and the Regional Development Authority has committed 1/3 for the project. He noted that the several cities and towns plus the county could represent together the other third.

Congressman Visclosky further noted that the Northeastern area of Illinois surrounding Chicago has some 480 miles of transit rail connection. The Northwest Indiana, with the Northern Indiana Commuter Transit District (NICTD), there are only 38 miles of rail.

A colloquy between the Congressman and members of the Town Council followed in which the actual percentages of commitment by the participating communities was discussed. It was noted that they ranged from 1% from New Chicago to 34% from Munster. The discussion included the disposition of the contributions in the event the project didn't go forward. It was noted that the agreement provides for the return of contributions to each participant in the event that the project does not get funded or the project is abandoned. The colloquy also explored the available resources for operations, noting that the operating expenses were supported from other resources.

The Town Council President thanked the Congressman for accepting the invitation and for the generosity of his time. The Congressman and his Chief of Staff departed at this time.

2. **Public Hearing:** Proposed Additional Appropriations in Excess of the 2015 Budget for the Public Safety Income Tax and the Information Communications Technology Funds.
 - (a) Attorney verification of Proofs of Publication: The TIMES 28 August 2015. The Town Attorney indicated that the proof of publication was in compliance with IC 5-3-1.
 - (b) **Public Hearing.** The Town Council President called the public hearing to order. There were no comments. The hearing was closed.
 - (c) Action on **Appropriation Enactment No. 2015-44:** An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the **Public Safety Income Tax Fund** and the **Information Communications Technology Fund**, all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5.

Councilor Vassar introduced and moved the consideration of Enactment No. 2015-44 at the same meeting of its introduction. Councilor Kuiper seconded. Upon a roll call vote, a unanimous vote being necessary, there were five affirmatives and no negatives. The motion passed. The enactment could be considered at the same meeting of its introduction.

Councilor Vassar moved the passage and adoption of Enactment No. 2015-44 at the same meeting of its introduction. Councilor Kuiper seconded. Upon a roll call vote, a two-thirds vote being necessary, there were five affirmatives and no negatives. The motion passed. The enactment was passed and adopted at the same meeting of its introduction.

**Town of Highland
Appropriation Enactment
Enactment No. 2015-44**

AN ENACTMENT APPROPRIATING ADDITIONAL MONEYS IN EXCESS OF THE ANNUAL BUDGET for the INFORMATION COMMUNICATIONS TECHNOLOGY FUND AND THE PUBLIC SAFETY INCOME TAX FUND, ALL PURSUANT TO I.C. 6-1.1-18 and I.C. 36-5-3-5.

WHEREAS, Following a public hearing advertised pursuant to I.C. 5-3-1, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget for the **Information Communications Technology Fund** and **Public Safety Income Tax Fund**;

WHEREAS, It has been determined that such additional appropriations as may be approved by this enactment, will not increase the levies set under I.C. 6-1.1-17, all pursuant to I.C. 36-5-3-5;

NOW, THEREFORE BE IT ENACTED by the Town Council of the Town of Highland, Lake County, Indiana, as follows:

Section 1. That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **Information Communications Technology Fund** herein named and for the purposes herein specified, subject to the laws governing the same:

INFORMATION COMMUNICATIONS TECHNOLOGY FUND

Acct. 030-0000-32003 Telephone Services:	\$ 29,000.00
<i>Total Series:</i>	\$ 29,000.00
Fund Total:	\$ 29,000.00

Section 2. That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **Public Safety Income Tax Fund** herein named and for the purposes herein specified, subject to the laws governing the same:

PUBLIC SAFETY INCOME TAX FUND

Acct. No. 2XX.XX Police Department Furniture:	\$ 192,000.00
<i>Total Series:</i>	\$ 192,000.00
Fund Total:	\$ 192,000.00

Section 3. That the Clerk-Treasurer is hereby authorized and instructed to inform the Department of Local Government Finance of this action and that these monies be made available for expenditure pursuant to I.C. 6-1.1-18.

Section 4. That in satisfaction and for the purposes of the provisions set out in I.C. 36-5-2-9.6, I.C. 36-5-3-5, I.C. 36-5-4-2, this enactment shall be deemed properly filed and introduced before the Town Council at a regular or special meeting, properly called and convened pursuant to I.C. 5-1.5-14 *et seq.*

Introduced and Filed on the 14th Day of September 2015. Consideration on the same day or at same meeting of introduction sustained a vote of 5 in favor and 0 opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED AND ADOPTED this 14th Day of September 2015, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 5 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

Mark A. Herak, President (IC 36-5-2-10)

ATTEST:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer (IC 33-16-4-1; IC 36-5-6-5)

3. **Public Hearing:** Proposed Additional Appropriations in Excess of the 2015 Budget for the Office of the Clerk-Treasurer in the Corporation General Fund, in the Parks and Recreation Special (General) Operating Fund, in the Motor Vehicle Highway Fund, the Administration and Sewage Department of the Sanitary District Special Operating Fund and in the Sanitation Department of the Sanitary District Special Operating Fund.

(a) Attorney verification of Proofs of Publication: The TIMES 03 September 2015. The Town Attorney indicated that the proof of publication was in compliance with IC 5-3-1.

(b) **Public Hearing.** The Town Council President called the public hearing to order. There were no comments. The hearing was closed.

(c) Action on **Appropriation Enactment No. 2015-45:** An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the Office of the Clerk-Treasurer in the Corporation General Fund, in the Parks and Recreation Special (General) Operating Fund, in the Motor Vehicle Highway Fund, the Sanitation Department and the Administration and Sewage Department of the Sanitary District Special Operating Fund, all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5.

Councilor Zemen introduced and moved the consideration of Enactment No. 2015-45 at the same meeting of its introduction. Councilor Wagner seconded. Upon a roll call vote, a unanimous vote being necessary, there were five affirmatives and no negatives. The motion passed. The enactment could be considered at the same meeting of its introduction.

Councilor Zemen moved the passage and adoption of Enactment No. 2015-45 at the same meeting of its introduction. Councilor Wagner seconded. Upon a roll call vote, a two-thirds vote being necessary, there were five affirmatives and no negatives. The motion passed. The enactment was passed and adopted at the same meeting of its introduction.

**Town of Highland
APPROPRIATION ENACTMENT
Enactment No. 2015-45**

AN ENACTMENT APPROPRIATING ADDITIONAL MONEYS IN EXCESS OF THE ANNUAL BUDGET FOR THE OFFICE OF THE CLERK-TREASURER IN THE CORPORATION GENERAL FUND, THE PARKS AND RECREATION SPECIAL (GENERAL) OPERATING FUND, THE MOTOR VEHICLE HIGHWAY FUND, THE SANITATION DEPARTMENT AND THE ADMINISTRATION AND SEWAGE DEPARTMENT OF THE SANITARY DISTRICT SPECIAL OPERATING FUND, ALL PURSUANT TO I.C. 6-1.1-18, I.C. 36-5-3-5, ET SEQ.

WHEREAS, Following a public hearing advertised pursuant to I.C. 5-3-1, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget for the Office of the Clerk-Treasurer in the Corporation General Fund, the Parks and Recreation Special (General) Operating Fund, the Motor Vehicle Highway Fund, the Sanitation Department and the Administration and Sewage Department of the Sanitary District Special Operating Fund;

WHEREAS, It has been determined that such additional appropriations as may be approved by this enactment, will not increase the levy set under I.C. 6-1.1-17, all pursuant to I.C. 36-5-3-5;

NOW, THEREFORE BE IT ENACTED by the Town Council of the Town of Highland, Lake County, Indiana, as follows:

Section 1. That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **Office of the Clerk-Treasurer in the Corporation General Fund** and for the purposes herein specified, subject to the laws governing the same:

CORPORATION GENERAL FUND

Office of the Clerk-Treasurer

Increase		
Acct. No. 111.01 Clerical Salaries:		\$ 12,151.00
	<i>Total Series:</i>	\$ 12,151.00
	Fund Total:	\$ 12,151.00

Section 2. That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **Parks and Recreation Special (General) Operating Fund** and for the purposes herein specified, subject to the laws governing the same:

PARKS AND RECREATION SPECIAL (GENERAL) OPERATING FUND

Increase		
Acct. No. 111.03 Park Salaries :		\$ 41,600.00
	<i>Total Series:</i>	\$ 41,600.00
	Fund Total:	\$ 41,600.00

Section 3. That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **Motor Vehicle Highway Fund** and for the purposes herein specified, subject to the laws governing the same:

MOTOR VEHICLE HIGHWAY FUND

Increase		
Acct. No. 111.31 Laborers:		\$ 15,515.00
	<i>Total Series:</i>	\$ 15,515.00
	Fund Total:	\$15,515.00

Section 4. That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **Sanitation Department and the Administration and Sewage Department of the Sanitary District Special Operating Fund** and for the purposes herein specified, subject to the laws governing the same:

SANITARY DISTRICT SPECIAL OPERATING FUND

Sanitation Department

Increase		
Acct. No. 111.31 Laborers:		\$ 9,225.00
	<i>Total Series:</i>	\$ 9,225.00
	<i>Total Department:</i>	\$ 9,225.00

Administration and Sewage Department

Increase		
Acct. No. 111.31 Laborers:		\$ 4,700.00
	<i>Total Series:</i>	\$ 4,700.00
	<i>Total Department:</i>	\$ 4,700.00
	Fund Total:	\$13,925.00

Section 5. That the Clerk-Treasurer is hereby authorized and instructed to inform the Indiana Department of Local Government Finance of this action and that these moneys be made available for expenditure **subject to an order** of the Commissioner, pursuant to IC 6-1.1-18.

Section 6. That in satisfaction and for the purposes of the provisions set out in I.C. 36-5-2-9.6, I.C. 36-5-3-5, I.C. 36-5-4-2, this enactment shall be deemed properly filed and introduced before the Town Council at a regular or special meeting, properly called and convened pursuant to I.C. 5-1.5-14 *et seq.*

Introduced and Filed on the 14th Day of September 2015. Consideration on the same day or at same meeting of introduction sustained a vote of 5 in favor and 0 opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED, ENACTED AND ADOPTED this 14th Day of September 2015, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 5 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA

Mark A. Herak, President (IC 36-5-2-10)

ATTEST:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer (IC 33-16-4-1; IC 36-5-6-5)

4. **Public Hearing:** On the matter of Granting Tax abatement, for a period not to exceed 10 years, to Petitioner Peoples Bank S.B. for property located at **3915, 3919, and 3927 Ridge Road**, bringing \$667,800 in new assessed value and 1 new jobs plus retain 5 existing jobs. *(Resolution No. 2015-36 was adopted at 24 August 2015 Council meeting setting this matter for consideration at this meeting.)*

- (a) Attorney verification of proof of publication: The TIMES 01 September 2015. The Town Attorney indicated that the proofs of publication were in compliance with IC 5-3-1.

The Redevelopment Director noted that Mr. John Diederich of Peoples Bank was present.

- (b) **Public Hearing.** The Town Council President called the hearing to order. The following persons were heard:

1. Tom Black, 3550 Garfield Street, Highland, expressed concerns regarding the conferring of an abatement. Mr. Black suggested that instead of the abatement, perhaps that private contributions be used rather than public money to support the Town Theater. He further suggested that the proposed ten-year term of the abatement might be too long.
2. Mike Kokot, 8938 Wildwood Drive, Highland, expressed reservations about conferring tax abatements, and suggested he supported Mr. Black's remarks.

There being no further comments, the hearing was closed.

- (c) Consideration of **Resolution No. 2015-37: A Resolution Confirming Terms And Conditions Applicable To An Application For A Property Tax Abatement Related To Proposed Construction of a Bank Branch Facility At 3915, 3919, and 3927 Ridge Road.**

Councilor Wagner moved the passage and adoption of Resolution No. 2015-37. Councilor Vassar seconded. Upon a roll call vote, there were four affirmatives, no negatives and one abstention. With Councilors Zemen, Vassar, Wagner and Kuiper voting in the affirmative and Councilor Herak abstaining, because of his business and personal banking relationship with the petitioner, the motion passed. The resolution approving the abatement was adopted.

TOWN OF HIGHLAND, INDIANA
RESOLUTION NO. 2015-37

A RESOLUTION CONFIRMING TERMS AND CONDITIONS APPLICABLE TO AN APPLICATION
FOR A PROPERTY TAX ABATEMENT FOR PROPERTY LOCATED AT 3915, 3919, 3927 RIDGE ROAD
Applicant: Peoples Bank SB

WHEREAS, Indiana Code 6-1.1-12.1et seq.; amended, (the"Act") allows a partial abatement of property taxes attributable to "Redevelopment" or "Rehabilitation" activities in "Economic Revitalization Areas" as those terms are defined in the Act, and

WHEREAS, Property tax abatement, if approved, is applied as a deduction in the increase in assessed value that results from investment in new construction or rehabilitation of property; and

WHEREAS, On January 30, 2012, the Highland Town Council adopted Resolution No. 2012-10 designating an Economic Development Revitalization Area including 3915, 3919, and 3927 Ridge Road (Exhibit A); and

WHEREAS, An application for property tax abatement for the construction of a bank building (the "Project") to be located on premises legally described as follows:

3915 Ridge Road
Parcel #45-07-22-479-021.000-026
Legal Description: PT. E2. SE. S.22 T.36 R.9 (125 x 50 FT.) 0.143A. & PT. NE NE. S.27 T.36 R.9 0.0 15 A. 10 x 50.31 FT.

3919 Ridge Road
Parcel #45-07-22-479-022.000-026
Legal Description: PT. SE. SE. SE. 50 x 33.64 FT. .008A. NON-TAXABLE S.22 T.36 R.9 .039A. TAXABLE SUBJ. TO R-W.

3927 Ridge Road
Parcel # 45-07-22-479-023.000-026
Legal Description: PT. E2. SE. S.22 T.36 R.9 0.442AC. PT. NE. NE. S.27 T.36 R.9 .067A. & VAC. ALLE Y LY'G ON N. SIDE

in the Town of Highland, Lake County, Indiana a/k/a 3915, 3919, and 3927 Ridge Road (the "Real Estate") has been received from Peoples Bank SB, a copy of which is attached and incorporated herein by reference (**Exhibit B**); and

WHEREAS, Said application proposes a \$1,500,000.00 newly constructed facility, for a net estimated value upon completion of \$1,750,000; that would bring two (2) additional jobs (1 FTE and 1 PTE) and retain five (5) jobs (2 FTE and 3 PTE) in Highland with an estimated \$55,000.00 increase in annual payroll; and that may not proceed but for approval of tax abatement by the Town Council; and

WHEREAS, \$302,200.00 is the most recent assessed value of the property that is the subject of this resolution, and

WHEREAS, \$970,000.00 is the owner's estimated assessed value of the property upon completion of the Project; and

WHEREAS, The Real Estate is located within an Economic Revitalization Area within the Town of Highland; and

WHEREAS, The Act empowers the Town Council to approve a deduction as percentage of the increase in assessed value that results from investments in new construction or rehabilitation of property by following a hearing and confirmation of a Preliminary Resolution, provision of a public notice at least ten days before the date of a public hearing, conducting a public hearing and confirmation of a Final Resolution; and

WHEREAS, The Town Council adopted Resolution 2015-36 fixing 7:00 PM, Monday, September 14, 2015, in the Council Chambers, Highland Town Hall, 3333 Ridge Road, Highland, Indiana, as the time and place for a public hearing for receiving testimony, remonstrances and objections from persons interested in or affected by the proposed application for tax abatement and directed the publication of notice of said hearing in accordance with the requirements of applicable law and notice was published ten days prior to the public hearing; and

WHEREAS, Notice of the public hearing was given to taxing units consistent with statutory requirements of IC 6-1.1-12.1-3 (a) to provide a "Statement of Benefits" expected to be derived from the proposed application ten days prior to the public hearing; and

WHEREAS, Town of Highland has heretofore established a Economic Revitalization Area consistent with its guidelines to create a positive image for the town through well designed, high quality development; increase jobs and generate tax revenues through new development; encourage development of business opportunities for all; encourage private investment along the corridor; enhance district neighborhoods through increased well planned economic opportunities; and to aid in the elimination of incomplete or inappropriate land uses; and

WHEREAS, Real estate located at 3915, 3919, and 3927 Ridge Road, Highland, Indiana continues to be undesirable for, or impossible for, normal development and occupancy because of a lack of development,

cessation of growth, deterioration of improvements or character of occupancy, age, obsolescence, substandard buildings, or other factors that have impaired values of or prevent a normal development of property or use of property, and/ or such real estate includes a facility or group of facilities that are technologically, economically, or energy obsolete and which such obsolescence may lead to a decline in employment and tax revenues; and

WHEREAS, In considering the application and statement of benefits submitted by the petitioner, the Town Council has considered the effective utilization of vacant urban land, the stabilization and conservation of neighborhoods, the rehabilitation and replacement of obsolete and deteriorated structures, improvements to the physical appearance of the Town, effective utilization of energy, avoidance of environmental harm and increases in employment and assessed value of property located within the Town; and

WHEREAS, The Town Council now desires to affirmatively act upon the application for tax abatement from Peoples Bank SB, a petitioner who seeks to invest, redevelop and rehabilitate property located at 3915, 3919, and 3927 Ridge Road, a property located in the established Economic Revitalization Area,

NOW, THEREFORE, BE IT FOUND, DETERMINED AND RESOLVED, by the Town Council of the Town of Highland as follows:

Section 1. Having reviewed the designation application and statement of benefits as filed by the petitioner, pursuant to IC 6-1.1-12.1et seq., and having conducted a public hearing on Monday, September 14, 2015 regarding this matter, the Town Council as the designating body for the Town of Highland hereby makes the following findings and determinations, pursuant to IC 6-1.1-12.1-3(b):

(A) That the Town Council finds and determines in the affirmative that the estimate of the value of the redevelopment or rehabilitation project located at 3915, 3919, and 3927 Ridge Road, Highland, consisting of construction costs of \$1,500,000.00 will yield an estimated (by owner) final assessed value of \$970,000.00, representing an estimated \$667,800.00 increase over the current assessed value of \$302,200.00 is reasonable for projects of this nature;

(B) That the Town Council finds and determines in the affirmative that the estimate of two (2) additional jobs (1 FTE and 1 PTE) and retain five (5) jobs (2 FTE and 3 PTE) can be reasonably expected to result from the proposed redevelopment;

(C) That the Town Council finds and determines in the affirmative that the estimate of a \$166,000 annual payroll, increased from an annual payroll of \$111,000.00 for those individuals who will be employed or whose employment will be retained can be reasonably expected to result from the proposed described redevelopment;

(D) That the Town Council finds and determines in the affirmative that all other benefits about which information was requested are benefits that can be reasonably expected to result from the proposed described redevelopment or rehabilitation;

(F) That the Town Council finds and determines in the affirmative that the totality of benefits from the increased private investment by the applicant within the Economic Revitalization Area is sufficient to justify the deduction authorized by this resolution.

Section 2. That Resolution 2015-36 adopted by the Town Council on August 24, 2015, is hereby confirmed and the application for property tax abatement upon the *increase in assessed value* in consequence of new construction at 3915, 3919, and 3927 Ridge Road, which is the subject of this resolution, is hereby approved for a period of time not to exceed ten (10) calendar years, according to the schedule in IC 6-1.1-12.1-4(d)(10), subject to continuing compliance with the statement of benefits, IC 6-1.1-12.1et seq., and the terms of this resolution;

Section 3. That pursuant to enabling authority provided at IC 6-1.1-12.1-2(i)(6), as a condition of approval for the deduction in assessed value, the applicant shall contribute \$12,745.00 to the Town of Highland before permits are issued.

Section 4. The Clerk-Treasurer is authorized and directed to file a certified copy of this resolution, including a description of the real estate, with the Lake County Auditor, and such authorities as may be necessary to perfect this tax abatement authorization, pursuant to IC 6-1.1-12.1-3(d).

DULY RESOLVED and ADOPTED this 14th Day of September 2015 by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 4 in favor and 0 opposed. (1 abstention)

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

Mark A. Herak, President (IC 36-5-2-10)

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer (IC 33-16-4-1;IC 36-5-6-5)

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EXHIBIT A

Resolution No. 2012-10, A Resolution Designating and Confirming an Economic Development Revitalization Area for Redevelopment Area II for the Commercial Corridors which includes the Property Located at 3915, 3919 and 3927 Ridge Rd.

**TOWN OF HIGHLAND, INDIANA
RESOLUTION NO. 2012-10**

**A RESOLUTION CONFIRMING AN ECONOMIC REVITALIZATION AREA
COTERMINOUS And COEXTENSIVE WITH THE COMMERCIAL
CORRIDOR(S) II REDEVELOPMENT AREA**

WHEREAS, Indiana Code 6-1.1-12.1 et seq.; amended, (the "Act") allows a partial abatement of property taxes attributable to "Redevelopment" or "Rehabilitation" activities and installation of new machinery and equipment in "Economic Revitalization Areas" as those terms are defined in the Act, and

WHEREAS, The Act provides that such Economic Revitalization Areas are areas within the Town which have:

"...become undesirable for, or impossible of, normal development, and occupancy because of a lack of development, cessation of growth, deterioration of improvements or character of occupancy, age, obsolescence, substandard buildings or other factors which have impaired values or prevent a normal development of property or use of property", and

WHEREAS, The Act empowers the Town Council to designate Economic Revitalization Areas within the Town by following a procedure hearing, provision of a public notice at least ten days before the date of a public hearing, conducting a public hearing and confirmation of the Preliminary Resolution and a Final Resolution, and

WHEREAS, The Town Council adopted **Resolution 2012-07** fixing 7:00 PM, Monday, January 30, 2012 in the Council Chambers, Highland Town Hall, 3333 Ridge Road, Highland, Indiana, as the time and place for a public hearing for receiving remonstrances and objections from persons interested in or affected by the designation of a Economic Revitalization Area and directed the publication of notice of said hearing in accordance with the requirements of applicable law and notice was published ten days prior to the public hearing; and

WHEREAS, Notice of the public hearing was given to taxing units with a report consistent with statutory requirements of IC 6-1.1-12.1-3 (a) to provide a "Statement of Benefits" expected to be derived from the proposed Economic Revitalization Area ten days prior to the public hearing; and

WHEREAS, Having conducted the public hearing on Monday, January 30, 2012, in which the Town Council received evidence concerning the Economic Revitalization Area, including all remonstrances and objections from interested persons, the Town Council now desires to take appropriate action regarding the designation of an Economic Development Area (ERA), based upon that evidence, the Statement of Benefits and the Council's independent investigation;

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the Town Council of the Town of Highland as follows:

Section 1. That the Town Council hereby finds and determines that designations of location(s) described in Exhibit A, known as the *Commercial Corridors Redevelopment Area* as an Economic Revitalization Area(s) is consistent with its guidelines, endeavoring to create a positive image for the town through well designed, high quality development; to increase jobs and generate tax revenues through new development; to encourage development of business opportunities for all; to encourage private investment on the several major public ways which are located within the Redevelopment Commercial Corridor II and are generally, Ridge Road, Indianapolis Boulevard, 45th Avenue and Cline Avenue; to enhance district neighborhoods through increased well planned economic opportunities; and to facilitate rehabilitation and expansion of the building at this location(s);

Section 2. That the Town Council hereby still further finds and determines as follows:

(a) That real estate located described in Exhibit A, known as the *Commercial Corridors Redevelopment Area* continues to be undesirable for, or impossible for, normal development and occupancy because of a lack of development, cessation of growth, deterioration of improvements or character of occupancy, age, obsolescence, substandard buildings, or other factors that have impaired values of or prevent a normal development of property or use of property, and/or such real estate includes a facility or group of facilities that are technologically, economically, or energy obsolete and which such obsolescence may lead to a decline in employment and tax revenues; and

(b) That the goal for a net increase of *two hundred to three hundred (200-300) full-time equivalent (FTE) jobs* as set forth in the *Statement of Estimated Benefits* associated with the ERA designation can reasonably be expected to result within the *Economic Revitalization Area* with average salaries of *\$ 30,000 to \$40,000* per year from private investment that would not occur but for a property tax abatement incentive; and

(c) That the goal for a *forty million dollar (\$40,000,000.00)* net increase in the assessed value of real estate can reasonably be expected to result within the *Economic Revitalization Area* from private investment that would not occur but for a property tax abatement incentive; and

(d) That the totality of the benefits expected increased private investment within the *Economic Revitalization Area* is sufficient to justify property tax deductions; and

(e) That in making the foregoing findings and determinations regarding designation of the real estate as an *Economic Revitalization Area*, the Town Council has considered the effective utilization of vacant urban land, the stabilization and conservation of neighborhoods, the rehabilitation and

replacement of obsolete and deteriorated structures, improvements to the physical appearance of the Town, effective utilization of energy, avoidance of environmental harm and increases in employment and assessed value of property located within the Town.

(f) That the foregoing findings of fact are true, all information required to be submitted has been submitted in proper form and all requirements for approval of property tax abatement within the Highland Redevelopment Area have been met.

Section 3. That **Resolution 2012-07** adopted by the Town Council on January 16, 2012 is hereby confirmed and the real estate located and described in Exhibit A, known as the *Commercial Corridors Redevelopment Area*, is hereby declared, designated and found to be an *Economic Revitalization Area*.

Section 4. That a property owner or owners within the *Economic Revitalization Area* who seek tax abatement must submit an application on a form approved by the Redevelopment Commission and a "Statement of Benefits" (Form SB-1) prescribed by the Indiana Department of Local Government Finance before installing new equipment or before the redevelopment or rehabilitation of real property for which the person wishes to claim a deduction. The application will establish standards to be used for evaluating applications for tax deduction that have a reasonable relationship to development objectives and design standards of the Redevelopment Commission.

Section 6. That along with the application, an Application Fee shall be paid, hereby fixed in the amount of \$250.00 to defray actual processing and administrative costs and an Economic Development Fee, not to exceed 15% of the tax savings over the course of the tax abatement, shall be paid, all subject to law.

Section 7. That as part of the consideration of all abatement applications, the Town Council will conduct a public hearing before making its decision whether or not to approve a deduction. The Town Council may approve a deduction period up to ten (10) years.

Section 8. That the Clerk-Treasurer is authorized and directed to file a copy of this resolution, including a description of the real estate as contained in **EXHIBIT I**, with the Lake County Auditor.

DULY RESOLVED and ADOPTED this 30th Day of January 2012, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 4 in favor and 0 opposed. */abstain*

TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA

Bernie Zemen
Bernie Zemen, President (IC 36-5-2-10)

Attest:

Michael W. Griffin
Michael W. Griffin, IAMC/MMC/CPFA
Clerk-Treasurer (IC 33-16-4-1; IC; 1-1-4-1(5); IC 36-5-6; IC 36-5-6-7)



EXHIBIT B

Application for Tax Abatement from Peoples Bank SB

TOWN OF HIGHLAND

3333 Ridge Road ♦ Highland, Indiana ♦ 219-972-7598 ♦ fax 219-972-5097

APPLICATION FOR TAX ABATEMENT

1. Company Name: Peoples Bank SB
2. Address: 3915, 3919 & 3927 Ridge Road Highland, IN 46322
3. Email address: jdiederich@ibankpeoples.com
4. Contact name and title: John Diederich, EVP
5. Phone number: 219-853-7592
6. Fax number: 219-836-2396
7. Web site address (if available): www.ibankpeoples.com
8. Brief description of business including SIC code and or principal business activity:
Banking SIC Code: 6036 NAICS Code: 522120
9. Legal description and address of project property (attach additional sheets, if Necessary):
See Attached I

Lake County Assessor

Attachment I

Page 1 of 1

Lake County Assessor

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Parcel

Parcel Number	Parcel Address	Current Total Value	Data as of	Assess Year	Pay Year
45-07-22-479-021.000-026	3915 RIDGE RD, HIGHLAND	\$131,400	4/16/2015	2014	2015

Owner Information

Owner Mcdonalds Corporation
Owner Address P.O. BOX 340
Schererville IN 46375

Transfer Date

Location Information

Taxing Unit	Section & Plat
026	22
Township	Routing No.
007	127-033 47
Parcel Address	Legal Desc.
3915 RIDGE RD, HIGHLAND	PT. E2. SE. S.22 T.36 R.9 (125 X 50 FT. 0.143A. & PT. NE NE. S.27 T.36 R.9 0.0 15 A. 10X50.31FT.
Deeded Acreage	
.0150	

Parcel Type	Topography	Services
Property Class Code 400	Level Ground Y	Water Y
Neighborhood Code 16990 Neighborhood- 16990	High N	Sewer Y
Neighborhood Factor .00	Low N	Natural Gas Y
Street or Road Code A	Rolling N	Electricity Y
	Swampy N	Sidewalk Y
		Alley N

Assessment Information

Current Land Value	\$131,400	Residential Land	\$0	Adjustment Factor	0.00
Current Imp. Value	\$0	Residential Imp.	\$0	Average Value/Acre	\$0
Current Total Value	\$131,400	Residential Total	\$0		
Non-Res. Land	\$131,400	Reason for Change	54		
Non-Res. Imp.	\$0	Prior Land Value	\$131,400		
Non-Res. Total	\$131,400	Prior Imp Value	\$0		
Dwelling Value	\$0	Classified Land Value	\$0		
Farmland Value	\$0	Homesite Value	\$0		

Lake County Assessor

Page 1 of 1

Lake County Assessor

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Parcel

Parcel Number	Parcel Address	Current Total Value	Data as of	Assess Year	Pay Year
45-07-22-479- 022,000-026	3919 RIDGE RD, HIGHLAND	\$2,800	4/16/2015	2014	2015

Owner Information

Owner	Pentek William C & Mary E
Owner Address	2141 S 41 Schererville IN 46375
Transfer Date	09/29/1972

Location Information

Taxing Unit	026	Section & Plat	22
Township	007	Routing No.	I27-033 48
Parcel Address	3919 RIDGE RD, HIGHLAND	Legal Desc.	PT. SE. SE. SE. 50X33.64FT. .008A. NON-TAXABLE S.22 T.36 R.9 .039A.TAXABLE SUBJ. TO R-W
Deeded Acreage	.0080		

Parcel Type	Topography	Services
Property Class Code 500	Level Ground Y	Water Y
Neighborhood Code 1639	High N	Sewer Y
Neighborhood Factor 119.00	Low N	Natural Gas Y
Street or Road Code A	Rolling N	Electricity Y
	Swampy N	Sidewalk N
		Alley N

Assessment Information

Current Land Value	\$2,800	Residential Land	\$0	Adjustment Factor	0.00
Current Imp. Value	\$0	Residential Imp.	\$0	Average Value/Acre	\$0
Current Total Value	\$2,800	Residential Total	\$0		
Non-Res. Land	\$2,800	Reason for Change	54		
Non-Res. Imp.	\$0	Prior Land Value	\$2,800		
Non-Res. Total	\$2,800	Prior Imp Value	\$0		
Dwelling Value	\$0	Classified Land Value	\$0		
Farmland Value	\$0	Homesite Value	\$0		

Lake County Assessor

Page 1 of 1

Lake County Assessor

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Parcel

Parcel Number	Parcel Address	Current Total Value	Data as of	Assess Year	Pay Year
45-07-22-479-023.000-026	3927 RIDGE RD, HIGHLAND	\$168,000	4/16/2015	2014	2015

Owner Information

Owner	McDonald's Corp
Owner Address	PO Box 340 Schererville IN 46375

Transfer Date

Location Information

Taxing Unit	Section & Plat
026	
Township	007
Parcel Address	3927 RIDGE RD, HIGHLAND
Deeded Acreage	.6270
	Routing No. I27-033 49
	Legal Desc. PT. E2. SE. S.22 T.36 R.9 0.442 AC. PT. NE. NE. S.27 T.36 R.9 .067A. & VAC. ALLE Y LY'G ON N. SIDE

Parcel Type	Topography	Services
Property Class Code 400	Level Ground Y	Water Y
Neighborhood Code 16904 Neighborhood- 16904	High N	Sewer Y
Neighborhood Factor .00	Low N	Natural Gas Y
Street or Road Code A	Rolling N	Electricity Y
	Swampy N	Sidewalk Y
		Alley N

Assessment Information

Current Land Value	\$168,000	Residential Land	\$0	Adjustment Factor	0.00
Current Imp. Value	\$0	Residential Imp.	\$0	Average Value/Acre	\$0
Current Total Value	\$168,000	Residential Total	\$0		
Non-Res. Land	\$168,000	Reason for Change	54		
Non-Res. Imp.	\$0	Prior Land Value	\$168,000		
Non-Res. Total	\$168,000	Prior Imp Value	\$0		
Dwelling Value	\$0	Classified Land Value	\$0		
Farmland Value	\$0	Homesite Value	\$0		

10. Current uses and conditions of property:

Vacant

11. Is the project an expansion or relocation?

Expansion & Relocation from 9030 Cline Avenue, Highland, IN 46322

12. If the project is relocation, please identify the State, County and local jurisdiction that you are relocating from and why:

13. What is the project estimated start and completion date?

Fall 2015-Spring 2016

14. Type and amount of new investment:

Real Property:

Land: \$250,000

Improvements: 1.5 - 2.0 million

Personal Property:

Manufacturing equipment: N/A

Research and development equipment: N/A

15. Estimated tax benefits to the Town of Highland:

Real Property: _____

Personal Property: _____

16. Attach the following:

Exhibit A: Plats or maps of project area

Exhibit B: Drawings and photos

Exhibit C: Signage and landscape plans as applicable

17. Current number of employees in the Town: 5

18. Current number of employees in the State of Indiana: 198

19. Estimated number of construction jobs (if applicable): _____

20. Number of estimated new full and part-time jobs as a result of the project:

2

21. Attach Exhibit D: job descriptions and wage ranges

22. Estimated number of trucks per day (if applicable): N/A

23. Attach Exhibit E: Letter of financial commitment

24. Number of years that the applicant is requesting tax abatement: 10

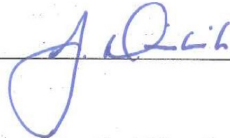
25. Other incentives requested from the Town of Highland or State of Indiana:

N/A

Upon favorable review and passage by the Town Council and before permits are issued, the successful applicant will be required to contribute an amount of up to 15% of the total tax savings as provided through IC 6-1.1-12.1-1(i)(6) to the Town of Highland Economic Development Fund. The Town Council will determine the specific dollar amount at the time of final approval for tax abatement. Contributions to this fund shall be used for community and economic development purposes, and other public benefit as directed by the Town Council.

I affirm under penalties of perjury that the above information is true and correct.

(signed)



(Title)

Executive Vice President

(Date) 7/28/15



**STATEMENT OF BENEFITS
REAL ESTATE IMPROVEMENTS**

State Form 51767 (R6 / 10-14)
Prescribed by the Department of Local Government Finance

This statement is being completed for real property that qualifies under the following Indiana Code (check one box):
☐ Redevelopment or rehabilitation of real estate improvements (IC 6-1.1-12.1-4)
☐ Residentially distressed area (IC 6-1.1-12.1-4.1)

INSTRUCTIONS:

1. This statement must be submitted to the body designating the Economic Revitalization Area prior to the public hearing if the designating body requires information from the applicant in making its decision about whether to designate an Economic Revitalization Area. Otherwise, this statement must be submitted to the designating body **BEFORE** the redevelopment or rehabilitation of real property for which the person wishes to claim a deduction.
2. The statement of benefits form must be submitted to the designating body and the area designated an economic revitalization area before the initiation of the redevelopment or rehabilitation for which the person desires to claim a deduction.
3. To obtain a deduction, a Form 322/RE must be filed with the County Auditor before May 10 in the year in which the addition to assessed valuation is made or not later than thirty (30) days after the assessment notice is mailed to the property owner if it was mailed after April 10. A property owner who failed to file a deduction application within the prescribed deadline may file an application between March 1 and May 10 of a subsequent year.
4. A property owner who files for the deduction must provide the County Auditor and designating body with a Form CF-1/Real Property. The Form CF-1/Real Property should be attached to the Form 322/RE when the deduction is first claimed and then updated annually for each year the deduction is applicable. IC 6-1.1-12.1-5.1(b)
5. For a Form SB-1/Real Property that is approved after June 30, 2013, the designating body is required to establish an abatement schedule for each deduction allowed. For a Form SB-1/Real Property that is approved prior to July 1, 2013, the abatement schedule approved by the designating body remains in effect. IC 6-1.1-12.1-17

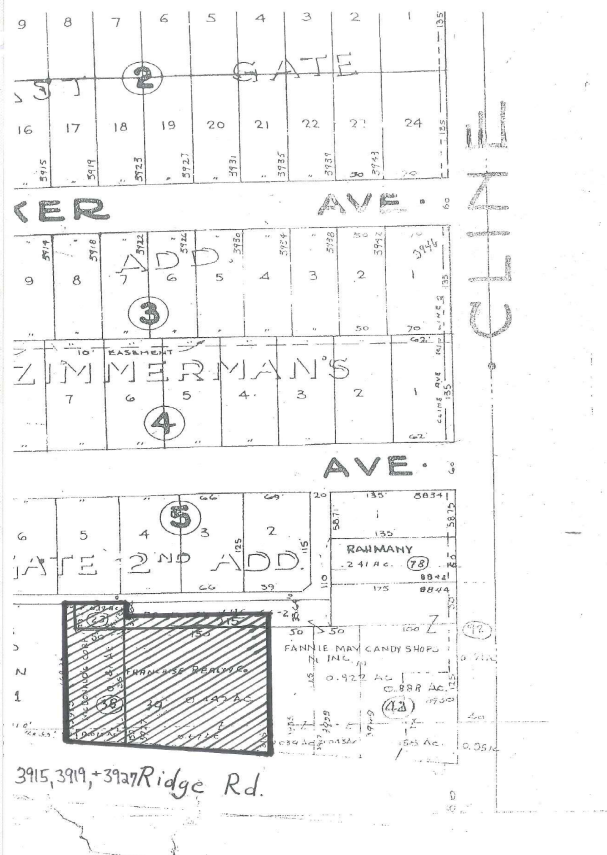
20__ PAY 20__
FORM SB-1 / Real Property
PRIVACY NOTICE
Any information concerning the cost of the property and specific salaries paid to individual employees by the property owner is confidential per IC 6-1.1-12.1-5.1.

SECTION 1 TAXPAYER INFORMATION					
Name of taxpayer Peoples Bank SB					
Address of taxpayer (number and street, city, state, and ZIP code) 9204 Columbia Avenue Munster, IN 46321					
Name of contact person John Diederich		Telephone number (219) 853-7592		E-mail address jdiederich@tbankpeoples.com	
SECTION 2 LOCATION AND DESCRIPTION OF PROPOSED PROJECT					
Name of designating body Town Of Highland				Resolution number	
Location of property 3915, 3919, 3927 Ridge Road		County Lake		DLGF taxing district number	
Description of real property improvements, redevelopment, or rehabilitation (use additional sheets if necessary) Building new Banking Center				Estimated start date (month, day, year)	
				Estimated completion date (month, day, year)	
SECTION 3 ESTIMATE OF EMPLOYEES AND SALARIES AS RESULT OF PROPOSED PROJECT					
Current number 5	Salaries 111,000	Number retained 5	Salaries 111,000	Number additional 2	Salaries 55,000-80,000
SECTION 4 ESTIMATED TOTAL COST AND VALUE OF PROPOSED PROJECT					
			REAL ESTATE IMPROVEMENTS		
			COST ASSESSED VALUE		
Current values			250,000 302,200		
Plus estimated values of proposed project			1.5-2.0 million		
Less values of any property being replaced					
Net estimated values upon completion of project			1.750-2.250		
SECTION 5 WASTE CONVERTED AND OTHER BENEFITS PROMISED BY THE TAXPAYER					
Estimated solid waste converted (pounds) N/A			Estimated hazardous waste converted (pounds) N/A		
Other benefits					
SECTION 6 TAXPAYER CERTIFICATION					
I hereby certify that the representations in this statement are true.					
Signature of authorized representative John Diederich				Date signed (month, day, year) 7/28/15	
Printed name of authorized representative John Diederich				Title Executive Vice President	

FOR USE OF THE DESIGNATING BODY														
<p>We have reviewed our prior actions relating to the designation of this Economic Revitalization Area and find that the applicant meets the general standards adopted in the resolution previously approved by this body. Said resolution, passed under IC 6-1.1-12.1, provides for the following limitations:</p>														
<p>A. The designated area has been limited to a period of time not to exceed _____ calendar years * (see below). The date this designation expires is _____.</p>														
<p>B. The type of deduction that is allowed in the designated area is limited to:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">1. Redevelopment or rehabilitation of real estate improvements</td> <td style="width: 10%; text-align: center;"><input type="checkbox"/> Yes</td> <td style="width: 10%; text-align: center;"><input type="checkbox"/> No</td> <td style="width: 30%;"></td> </tr> <tr> <td>2. Residentially distressed areas</td> <td style="text-align: center;"><input type="checkbox"/> Yes</td> <td style="text-align: center;"><input type="checkbox"/> No</td> <td></td> </tr> <tr> <td>3. Occupancy of a vacant building</td> <td style="text-align: center;"><input type="checkbox"/> Yes</td> <td style="text-align: center;"><input type="checkbox"/> No</td> <td></td> </tr> </table>			1. Redevelopment or rehabilitation of real estate improvements	<input type="checkbox"/> Yes	<input type="checkbox"/> No		2. Residentially distressed areas	<input type="checkbox"/> Yes	<input type="checkbox"/> No		3. Occupancy of a vacant building	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
1. Redevelopment or rehabilitation of real estate improvements	<input type="checkbox"/> Yes	<input type="checkbox"/> No												
2. Residentially distressed areas	<input type="checkbox"/> Yes	<input type="checkbox"/> No												
3. Occupancy of a vacant building	<input type="checkbox"/> Yes	<input type="checkbox"/> No												
<p>C. The amount of the deduction applicable is limited to \$ _____.</p>														
<p>D. Other limitations or conditions (specify) _____</p>														
<p>E. The deduction is allowed for _____ years* (see below).</p>														
<p>F. Did the designating body adopt an alternative deduction schedule per IC 6-1.1-12.1-17? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, attach a copy of the alternative deduction schedule to this form.</p>														
<p>We have also reviewed the information contained in the statement of benefits and find that the estimates and expectations are reasonable and have determined that the totality of benefits is sufficient to justify the deduction described above.</p>														
<p>Approved (signature and title of authorized member of designating body)</p>	<p>Telephone number ()</p>	<p>Date signed (month, day, year)</p>												
<p>Attested by (signature and title of attester)</p>	<p>Designated body</p>													
<p>* If the designating body limits the time period during which an area is an economic revitalization area, it does not limit the length of time a taxpayer is entitled to receive a deduction to a number of years designated under IC 6-1.12-12.1-4.</p> <p>A. For residentially distressed areas, the deduction period may not exceed five (5) years.</p> <p>B. For redevelopment and rehabilitation or real estate improvements:</p> <ol style="list-style-type: none"> 1. If the Economic Revitalization Area was designated prior to July 1, 2000, the deduction period is limited to three (3), six (6), or ten (10) years. 2. If the Economic Revitalization Area was designated after June 20, 2000, the deduction period may not exceed ten (10) years. <p>C. For vacant buildings, the deduction period may not exceed two (2) years.</p>														



3915, 3919, + 3927 Ridge Rd.



5. **Executive Proclamation:** A Proclamation in Recognition of September 17-23, 2015 as United States Constitution Week in the Town of Highland. The Clerk-Treasurer read the proclamation aloud and the Town Council President approved the proclamation with his signature.

**TOWN OF HIGHLAND
PROCLAMATION OF the TOWN EXECUTIVE**

**A PROCLAMATION IN RECOGNITION OF U.S. CONSTITUTION WEEK
SEPTEMBER 17-23, 2015**

Whereas, The Constitution of the United States of America, the guardian of our liberties, is a product of reflection and choice, embodying the principles of limited government in a Republic dedicated to rule by law, not by men; and

Whereas, September 17, 2015 marks the two hundred twenty-eighth anniversary of the signing of the Constitution of the United States of America by the 1787 Constitutional Convention, led by George Washington, James Madison and Benjamin Franklin, brilliant men who created a new government that became the standard for self-government to the world; and

Whereas, It is the privilege and duty of the American people to commemorate the anniversary of the drafting of this magnificent document, the guardian of our liberties; and

Whereas, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States, designating September 17 through 23 as Constitution Week,

Now, Therefore, I, Mark A. Herak by virtue of the authority vested in me as President of the Town Council of the Town of Highland, Lake County, Indiana, now hereby proclaim the week September 17 through 23, as U.S. *Constitution Week* in the Town of Highland;

Be it Further Proclaimed, That the citizens of Highland are hereby urged to reaffirm the ideals the Framers of the Constitution possessed in 1787 by reflecting on the privilege of being an American with all the rights and responsibilities which that privilege involves.

In Witness Whereof, I have hereunto set my hand and caused the Corporate Seal to be affixed at the Highland Municipal Building this 14th day of September in the year of our Lord, two thousand fifteen, the period of Highland's incorporation, the one hundred-fifth and the Independence of the United States of America, the two hundred thirty-ninth.

**TOWN of HIGHLAND, INDIANA
BY ITS TOWN COUNCIL PRESIDENT**

Mark A. Herak

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer

6. **Executive Proclamation:** A Proclamation in Recognition September 2015 as Childhood Cancer Awareness Month in the Town of Highland. The Clerk-Treasurer read the proclamation aloud and the Town Council President approved the proclamation with his signature.

**TOWN OF HIGHLAND
PROCLAMATION OF the TOWN EXECUTIVE**

A PROCLAMATION IN RECOGNITION OF SEPTEMBER 2015 AS CHILDHOOD CANCER AWARENESS MONTH

Whereas, In the past year, more than 18 Northwest Indiana children have been diagnosed with cancer and in the past year, three children have lost their lives to cancer;

Whereas, Childhood cancer is the number 1 disease related killer of kids in the United States with 1 in 5 children terminal at diagnosis;

- Whereas,** 3 in 5 children diagnosed with childhood cancer suffer life altering impacts of treatment that significantly alter their quality of life and 1 in 285 children will be diagnosed with cancer before the age of 20;
- Whereas,** While childhood cancers and adult cancers are different, we continue to use downsized adult cancer protocols on kids with many times the devastating effects;
- Whereas,** The lack of childhood cancer research has tremendous impact to kids and significant costs to society, now and in the future;
- Whereas,** Despite these facts, childhood cancer research is vastly and consistently underfunded, as less than 4% of the National Cancer Institute's budget is solely dedicated to childhood cancer research and in 25 years the FDA has initially approved only two drugs for any childhood cancer and half of all chemotherapies used for children's cancers are over 25 years old;
- Whereas,** The incidence of childhood cancer is on the rise with an estimated 15,700 children diagnosed every year (43 per day) in the United States and of those 43 children per day, eight will die;
- Whereas,** The incidence of cancer among adolescents and young adults is increasing at a greater rate than any other age group, except those over 65 years of age and an estimated 2,900 children die each year of cancer in the United States alone, with the average age of death for a child with cancer being 8, producing a loss of 69 years of expected life;
- Whereas,** Many adult cancers can be diagnosed early, however, in 80% of kids, cancer has already spread to other areas of the body by the time it is diagnosed; and
- Whereas,** The causes of most childhood cancers are unknown and at the present, childhood cancer cannot be prevented and families who are or have been in treatment work tirelessly to change these alarming statistics; and,

Now, Therefore, I, Mark A. Herak by virtue of the authority vested in me as President of the Town Council of the Town of Highland, Lake County, Indiana, now hereby proclaim the month of September 2015, as **Childhood Cancer Awareness Month** in the Town of Highland;

Be it Further Proclaimed, That the citizens of Highland are hereby urged to educate themselves on the issues related to childhood cancer, and to join with the Northwest Indiana Cancer Kids Foundation in supporting programs of research, education, and reallocated research emphasis.

In Witness Whereof, I have hereunto set my hand and caused the Corporate Seal to be affixed at the Highland Municipal Building this 14th day of September in the year 2015.

**TOWN of HIGHLAND, INDIANA
BY ITS TOWN COUNCIL PRESIDENT**

Mark A. Herak

Attest:

Michael W. Griffin, **Clerk-Treasurer**

Communications:

1. The letter from Don Haynes reporting his resignation from the Municipal Plan Commission was read aloud by the Clerk-Treasurer. *(There is no action necessary, pursuant to IC 5-8-3.5 and IC 5-8-4 et seq., this is effective upon receipt with the appointing authority, which in this case is the Town Council.)* There was no further action by the Town Council

Staff Reports: The following staff reports were received and filed.

- **Building & Inspection Report for August 2015**

It will be supplied at a future time.

• **Building & Inspection Report for July 2015**

Permit Type	Numb	Residential	Commercial	Est. Cost	Fees
Commercial Buildings:	0	0	0	\$0.00	\$0.00
Commercial Additions or Remodeling:	2	0	2	\$102,500.00	\$1,693.00
Signs:	3	0	3	\$28,856.00	\$1,005.50
Single Family:	0	0	0	\$0.00	\$0.00
Duplex/Condo:	0	0	0	\$0.00	\$0.00
Residential Additions:	1	1	0	\$11,000.00	\$353.00
Residential Remodeling:	93	93	0	\$575,042.00	\$10,632.00
Garages:	1	1	0	\$5,000.00	\$250.50
Sheds:	2	2	0	\$2,618.00	\$217.50
Decks & Porches:	10	10	0	\$52,821.00	\$1,890.00
Fences	13	12	1	\$31,317.00	\$1,213.00
Swimming Pools	3	3	0	\$0.00	\$219.00
DrainTile/ Waterproofing	11	11	0	\$90,855.00	\$1,718.00
Miscellaneous	4	3	1	\$0.00	\$310.50
TOTAL:	143	136	7	\$895,009.00	\$19,502.00
Electrical Permits	24	21	3		\$1,988.50
Mechanical Permits	25	22	3		\$1,901.50
Plumbing Permits	10	8	2		\$1,053.15
Water Meters	1	1	0		\$230.00
Water Taps	0	0	0		\$0.00
Sewer/Storm Taps	0	0	0		\$0.00
TOTAL Plumbing:	11	9	2		\$1,283.15

July Code Enforcement:

Investigations: 176
Citations: 53

July Inspections:

Building: 41 Electrical: 50 Plumbing: 20 HVAC 32
Electrical Exam: 1

• **Fire Department Report for August 2015**

	Month	2nd half of year
General Alarms	16	29
Still Alarms	5	11
Paid still alarms	8	12
Total:	29	

• **Workplace Safety Report for August 2015**

There were no incidents to report for August. The following incident summary was filed:

Department	Injuries this Month	Year to Date 2015	Total in 2014	Restricted Days 2015	Lost Workdays This Year (2015)	Restricted Days Last Year (2014)	Lost Workdays Last Year (2014)
Parks	0	1	1	0	0	0	0
Fire	0	0	0	0	0	0	0
Police	0	1	2	0	0	0	1
Street	0	2	2	0	0	0	0
Water & Sewer	0	2	7	0	0	170	56
Maint.	0	0	3	0	0	35	47
Other	0	0	1	0	0	0	0
TOTALS	0	6	16	0	0	205	104

Effective January 1, 2002, OSHA changed the record keeping guidelines. The municipality now counts the number of days lost from the day after the injury until the employee returns to work. Weekend, holidays, vacation days or other days scheduled off are included in the lost days count to a maximum of 180 days.

Unfinished Business and General Orders:

- 1. Appropriation Transfer Resolution No. 2015-43:** An Exigent Resolution Providing For The Transfer of Appropriation Balances From And Among Major Budget Classifications In The Information And Communication Technology Fund As Requested By The Proper Officer And Forwarded To The Town Council For Its Action Pursuant To IC 6-1.1-18-6.

Councilor Zemen moved the passage and adoption of Resolution No. 2015-43. Councilor Kuiper seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The resolution was adopted.

TOWN OF HIGHLAND APPROPRIATION TRANSFER RESOLUTION RESOLUTION NO. 2015-43

AN EXIGENT RESOLUTION PROVIDING for the TRANSFER of APPROPRIATION BALANCES from and AMONG MAJOR BUDGET CLASSIFICATIONS in the INFORMATION AND COMMUNICATION TECHNOLOGY SERVICES FUND as REQUESTED BY THE PROPER OFFICER AND FORWARDED to the TOWN COUNCIL for its ACTION PURSUANT TO IC 6-1.1-18-6.

WHEREAS, It has been determined that certain exigent conditions have developed since adoption of the original budget and it is now necessary to transfer certain appropriations into different categories than were initially appropriated for the various functions of the **Information and Communication Technology Services Fund**;

NOW, THEREFORE BE IT RESOLVED by the Town Council of the Town of Highland, Lake County, Indiana as follows:

Section 1. That for the expenses of said municipality, the following appropriations are hereby transferred and set apart out of the funds hereinafter named for the purposes specified, subject to the laws governing the same, such sums herein transferred unless otherwise stipulated by law;

Section 2. That it has been shown that certain existing unobligated appropriations of the **Information and Communication Technology Fund** which are not needed at this time for the purposes for which originally appropriated, and may be transferred to a category of appropriation in order to satisfy an existing need, as follows:

INFORMATION & COMMUNICATION TECHNOLOGY FUND

Reduce Account:	#390.01 Subscriptions	\$ 400.00
	#390.24 Website Maintenance	\$ 500.00
	#380.06 IT Service Agreements	<u>\$2,478.00</u>
	<i>Total 300 Series Reductions</i>	\$3,378.00
Increase Account:	#220.03 Computer Supplies	<u>\$3,378.00</u>
	<i>Total 200 Series Increases</i>	\$3,378.00

Total of All Fund Decreases:	\$3,378.00
Total of All Fund Increases:	\$3,378.00

DULY RESOLVED and ADOPTED this 14th Day of September 2015 by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 5 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

Mark Herak, President (IC 36-5-2-10)

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer (IC 33-16-4-1; IC 36-5-6-5)

2. **Works Board Order No. 2015-25:** An Order Approving and Authorizing the Metropolitan Police Chief to Purchase from Lakeshore Ford of Chesterton, IN through the State of Indiana (2) two 2016 Ford Utility Police Interceptor Base pursuant to I.C. 5-22-8-2.

Councilor Kuiper moved the passage and adoption of Works Board No. 2015-25. Councilor Wagner seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The works board order was adopted.

**Town of Highland
Board of Works
Order of the Works Board 2015-25**

An Order Approving and Authorizing the Metropolitan Police Chief to Purchase from Lakeshore Ford of Chesterton, IN through the State of Indiana (2) two 2016 Ford Utility Police Interceptor Base pursuant to I.C. 5-22-8-2.

Whereas, The Town of Highland Metropolitan Police Department, as part of its public duties, has a responsibility for patrol, public safety and protection of life and property throughout the Town of Highland and, from time to time, it is necessary to purchase and or lease materials and supplies in order to carry out the functions of the department; and

Whereas, The Metropolitan Police Chief has determined a need to replace certain equipment and supplies and has further determined the purchase price will be below \$150,000.00.

Whereas, The Metropolitan Police Chief has identified Lakeshore Ford of Chesterton, IN through the State of Indiana to be a desirable source vendor for the purchase of two (2) 2016 Ford Utility Police Interceptor Base at price of \$54,131.00 minus the trade-ins of \$8,000.00 for a total of \$46,131.00.

Whereas, The price for the purchase exceeds \$15,000.00 and, pursuant to Section 3.05.040 (C) as well as Section 3.05.050 (B)(2) of the Highland Municipal Code, such purchase requires the express approval of the purchasing agency; and

Whereas, The Town Council as the Works Board of the Municipality, pursuant to Section 3.05.030 (A)(1)(b) of the Highland Municipal Code serves as the purchasing agency for the Metropolitan Police Department; and

Whereas, The Metropolitan Police Chief, pursuant to Section 3.05.050 (D)(2) of the Highland Municipal Code, serves as the Purchasing Agent for the Metropolitan Police Department; and

Whereas, The Purchasing Agent, pursuant to Section 3.050.060 (F)(1) of the Highland Municipal Code, expected that the purchase would be at least \$50,000 and not more than \$150,000.00 and therefore could have solicited quotes from at least three (3) vendors known to deal in the lines or classes of supplies to be purchased;

Whereas, The Purchasing Agent, elected to seek formal bids pursuant to Section 3.05.060 (H) of the Highland Municipal Code, with bids opened and read aloud on August 24th, 2015 at 2:00 P.M., the results of such bids as follows:

(A) Lake Shore Ford, 244 Melton Road, Chesterton, Indiana at a unit price Of \$27,133.00 and \$26,998.00 each minus four (4) trade-ins for a price of \$8,000.00 and a total price of \$46,131.00;

Whereas, The purchase of the vehicle will be supported by the Municipal Capital Cumulative Fund (MCCD) and a duly approved appropriation in the Metropolitan Police Department of the Corporation General Fund;

Whereas, The Town Council now desires to approve and authorize the Police Chief to complete the purchase pursuant to the terms and stated herein,

Now, Therefore Be It Ordered by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board of Municipality:

Section 1. That the Works Board hereby authorizes and approves the purchase from Lakeshore Ford of Chesterton for the purchase of two (2) 2016 Ford Utility Police Interceptors at the price of \$54,131.00 minus the trade-ins of \$8,000.00, for a total of \$46,131.00; pursuant to IC 5-22 and Section 3.05.060 (F) (3) of the Highland Municipal Code;

Section 2. That the Works Board hereby finds and determines that the offer from Lake Shore Ford of Chesterton to be the lowest responsive and responsible offered at the unit price of \$ 27,133 for one and a unit price of \$26,990 for the other minus the trade-ins of four vehicles for a credit of \$8,000 rendering a total price of \$46,131.00, all pursuant to IC 5-22 and Section 3.05.060 (F)(3) of the Highland Municipal Code;

Section 3. That the Metropolitan Police Chief is now authorized and approved to execute the purchase agreement and any additional documents in order to implement this purchase and then file these documents as financial materials with the Office of the Clerk-Treasurer, pursuant to IC 36-5-4-14.

Be It So Ordered.

DULY, PASSED, ADOPTED and Ordered by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Board of Works, this 14th day of September 2015 having passed by a vote of 5 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

Mark A. Herak, President (IC 36-5-2-10)

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer (IC 33-16-4-1; IC 36-5-6-5)

3. Action on proposal for revised **Underground Tank Insurance as presented by Brown Insurance Group.** Colony Insurance was previous underwriter. Crum and Foster Special Insurance is the successor underwriter. Under Indiana Administrative Code 329 IAC 9-8 there is a change in the local maximum liability from \$1,000,000 to \$2,000,000 necessitating a change in the coverage amount. Action would be for the period 1/1/2015 through 01/01/2016. The Town is being offered \$2,000,000 of broad form coverage for a premium of \$4,815 plus \$129.13 surplus lines tax and a policy fee of \$100. This represents a total cost of \$4,815. In addition, the motion should authorize the cancellation of the Colony Insurance Policy.

Councilor Kuiper moved to approve the proposal for revised Underground Tank Insurance as presented by the Brown Insurance Group with Crum and Foster as the successor underwriter. Councilor Zemen seconded. Upon a roll call vote,

there were five affirmatives and no negatives. The motion passed. The proposal regarding insurance was approved.

4. **Works Board Order No. 2015-26:** An Order Approving and Authorizing the Proper Officer to Enter into a Purchase Agreement with Dell Incorporated for Desktop Computers, Software and licensing, further defining this as a Small Purchase under Section 3.05.060 (G)(2) of the Municipal Code for the Metropolitan Police Department. This will authorize the purchase of 15 computers and will permit the Police Chief to sign the related agreements.

Councilor Wagner moved the passage and adoption of Works Board No. 2015-26. Councilor Vassar seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The works board order was adopted.

**Town of Highland
Board of Works
Order of the Works Board 2015-26**

AN ORDER APPROVING AND AUTHORIZING THE PROPER OFFICER TO ENTER INTO A PURCHASE AGREEMENT WITH DELL INCORPORATED FOR DESKTOP COMPUTERS, SOFTWARE AND LICENSING, FURTHER DEFINING THIS AS A SMALL PURCHASE UNDER SECTION 3.05.060 (G)(2) OF THE MUNICIPAL CODE.

Whereas, The Town of Highland Metropolitan Police Department, as part of its public duties, has a responsibility for patrol, public safety and protection of life and property throughout the Town of Highland and, from time to time, it is necessary to purchase and or lease materials and supplies in order to carry out the functions of the department; and

Whereas, The Town of Highland Metropolitan Police Department, as part of its public duties, utilizes desktops computers as part of carrying out its public services and related duties in the Town of Highland; and

Whereas, The IT Director has determined a need to obtain certain computer equipment and has secured a quote from Dell Incorporated for the purchase of fifteen (15) Dell OptiPlex 7020 Minitower Base CTO (210-ACRX) Computers at the unit price of **\$1,404.79** each, in the total amount of **\$21,071.85**; and

Whereas, The IT Director has determined a need to obtain certain computer equipment and has secured a quote from Dell Incorporated for the purchase of fifteen (15) Dell Flat Panel Monitors at the unit price of **\$194.99** each, in the total amount of **\$2,924.85**; and

Whereas, The Purchasing Agent, pursuant to Section 3.050.060 (G) of the Highland Municipal Code, expected that the purchase would be at less than \$50,000 and therefore qualified as a small purchase allowing purchase in the open market;

Whereas, The Town Council as the Works Board of the Municipality, pursuant to Section 3.05.030 (A)(1)(b) of the HMC serves as purchasing agency for the Metropolitan Police Department; and

Whereas, The amount of the purchase exceeds ten thousand (\$10,000) and, pursuant to Section 3.05.040 (C) of the HMC, requires the express approval of the purchasing agency; and

Whereas, The Metropolitan Police Chief, pursuant to Section 3.05.050 (D)(2) of the Highland Municipal Code, serves as the Purchasing Agent for the Metropolitan Police Department; and

Whereas, The payment will be supported by approved existing appropriations in the Municipal Cumulative Capital Fund; and

Whereas, The Town Council now desires to approve and authorize the proper officer to enter a purchase agreement pursuant to the terms stated herein.

Now Therefore Be it Ordered by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board of Municipality:

Section 1. That the proper officer is hereby directed and authorized to purchase fifteen (15) Dell optiplex 7020 Minitower Base CTO (210-ACRX) Computers at the unit price of \$1,404.79 each, in the total amount of \$21,071.85, according to the standing retention and replacement schedule, to be used in the Metropolitan Police Department;

Section 2. That the proper officer is hereby directed and authorized to purchase fifteen (15) Dell Flat Panel Monitors at the unit price of \$194.99 each, in the total amount of \$2,924.85, according to the standing retention and replacement schedule, to be used in the Metropolitan Police Department;

Section 3. That the proper officer is hereby directed and authorized to purchase the forgoing as a single order, in the total amount of **\$23,996.70** for the total purchase;

Section 4. That the Town Council as Works Board finds and determines that this purchase is a qualified **small purchase** as the total purchase is below \$50,000, which permits purchases in the open market without inviting quotes from at least three vendors, all pursuant to Section 3.05.060 (G)(2) as well as IC 5-22 et sequitur;

Section 5. That the Town Council as Works Board further finds and determined there are sufficient and available appropriations balances on hand to support the purchase to the credit of the Municipal Cumulative Capital Development Fund, pursuant to IC 5-22;

Section 6. That the Metropolitan Police Chief is authorized and directed to execute the purchase agreement and any additional documents in order to implement the purchase.

Be it So Ordered.

Duly, Passed, Adopted and Ordered by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 14th day of September 2015 having passed by a vote of 5 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

Mark A. Herak, President (IC 36-5-2-10)

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer (IC 33-16-4-1; IC 36-5-6-5)

5. **Works Board Order No. 2015-27:** Authorizing the Purchase of Furniture by the Police Department for the New Police Station in the amount of \$93,645.76 plus \$6,344 for installation for a total of **\$99,989.76**.
Section 3.050.060 (F)(1) of the Highland Municipal Code provides that purchases of at least \$50,000 and not more than \$150,000 require solicitation of quotes from at least 3 vendors known to deal in the materials or supplies sought.

The Town Attorney reviewed that the works board order would also be rejecting some of the respondents based upon reasons indicated.

Councilor Kuiper moved the passage and adoption of Works Board No. 2015-27. Councilor Zemen seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The works board order was adopted.

**Town of Highland
Board of Works
Order of the Works Board 2015-27**

An Order Approving and Authorizing the Metropolitan Police Chief to enter into a purchase agreement with K-Log, Inc. of Zion, IL through the State of Indiana to purchase office equipment and supplies pursuant to I.C. 5-22-8-2.

Whereas, The Town of Highland Metropolitan Police Department, as part of its public duties, has a responsibility for patrol, public safety and protection of life and property throughout the Town of Highland and, from time to time, it is necessary to purchase and or lease materials and supplies in order to carry out the functions of the department; and

Whereas, The Metropolitan Police Chief has determined a need to replace certain equipment and supplies and has further determined the purchase price will be below \$150,000.00;

Whereas, The Metropolitan Police Chief has reviewed the quotes from the vendors that responded to the required procedure, and recommends K-Log, Inc. of Zion, IL to be a the most responsive and responsible vendor for the purchase of office equipment and supplies at a price of \$99,989.76;

Whereas, The price for the purchase exceeds \$15,000.00 and, pursuant to Section 3.05.040 (C)(E) as well as Section 3.05.050 (B)(2) of the Highland Municipal Code, such purchase requires the express approval of the purchasing agency; and

Whereas, The Town Council as the Works Board of the Municipality, pursuant to Section 3.05.030 (A)(1)(b) of the Highland Municipal Code serves as the purchasing agency for the Metropolitan Police Department; and

Whereas, The Metropolitan Police Chief, pursuant to Section 3.05.050 (D)(2) of the Highland Municipal Code, serves as the Purchasing Agent for the Metropolitan Police Department; and

Whereas, The Purchasing Agent, pursuant to Section 3.05.060 (F)(1) of the Highland Municipal Code, expected that the purchase would be at least \$50,000 and not more than \$150,000.00 and therefore solicited quotes from at least three (3) vendors known to deal in the lines or classes of supplies to be purchased;

Whereas, The Purchasing Agent, sought formal quotes pursuant to Section 3.05.060 (F)(1) of the Highland Municipal Code, with the quotes opened and read with the results of such quotes as follows:

- (A) K-Log, Inc of Zion, IL had a quote of \$99,989.76 for the office equipment and supplies;
- (B) Ready2Go Office Furniture, Inc. of Indianapolis, IN had a quote of \$80,229.61 for office equipment and supplies;
- (C) DeYoung Interiors of St. John, IN had a quote which was apparently totaled at \$61,552 but the number is invalid as the response is incomplete;
- (D) HDW Commercial Interiors of Merrillville, IN had a quote of \$106,800.70;

Whereas, The Purchasing Agent recommends, that the response and quote submitted by Ready2Go Furniture be rejected due to the overall quality of furniture and not meeting our listed requirements as presented to them;

Whereas, The Purchasing Agent further recommends that the response and quote submitted by DeYoung Furniture be rejected as it was incomplete i.e., the list of our requirements as presented to them, was not met;

Whereas, The Purchasing Agent still further recommends to accept the quote presented by K-Log, Inc. as the overall package presented of the furniture and supplies, were deemed a better quality and warranty for the quoted prices and for the furniture requested, therefore representing the most responsive and responsible quote responder, offering the lowest total price after rejection of the previous quotes for the reasons stated;

Whereas, The purchase of the office equipment and supplies will be supported by the Public Safety LOIT Fund.

Whereas, The Town Council now desires to approve and authorize the Police Chief to complete the purchase pursuant to the terms and stated herein,

Now, Therefore Be It Ordered by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board of Municipality:

Section 1. That the Works Board hereby makes the following findings and determinations:

- (A) That the quote submitted by DeYoung Furniture be rejected for not conforming to the specifications set forth in the invitation for quotes, particularly rendering an incomplete response and thereby invalidating the quote submitted;
- (B) That the quote submitted by Ready2Go Furniture be rejected for not conforming to the specifications set forth in the invitation for quotes, particularly not meeting at least the Mid-Grade "qualitative standard" included in the specifications;
- (C) That the memorandum attached to this order and entitled Exhibit A, be made a part of this order, and further support the findings and determinations made by this order;

Section 2. That the Works Board hereby accepts and approves the quote and from K-Log, Inc. of Zion, IL as the lowest, most responsive and responsible and authorizes the purchase of the office furniture and supplies in the amount of \$99,989.76 pursuant to IC 5-22 and Section 3.05.060 (F) (3) of the Highland Municipal Code;

Section 3. That the Metropolitan Police Chief is now authorized and approved to execute the purchase agreement and any additional documents in order to implement this purchase, subject to sufficient appropriations and then file these documents as financial materials with the Office of the Clerk-Treasurer, pursuant to IC 36-5-4-14.

Be It So Ordered.

Duly, Passed, Adopted and Ordered by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 14th day of September 2015 having passed by a vote of 5 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

Mark A. Herak, President (IC 36-5-2-10)

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer (IC 33-16-4-1; IC 36-5-6-5)

EXHIBIT A on file.

Comments or Remarks from the Town Council:

(For the Good of the Order)

- **Councilor Bernie Zemen:** *Chamber of Commerce Co-Liaison • Liaison to the Board of Waterworks Directors; Liaison to the Park and Recreation Board; Town Board of Metropolitan Police Commissioners, Liaison.*

Councilor Zemen acknowledged the Parks and Recreation Superintendent who reported on several recreation programming matters.

Councilor Zemen acknowledged the Police Chief who reported that a new police officer agility and fitness test would be conducted at the Fieldhouse at the Lincoln Community Center, for approximately 8- applicants.

He thanks the IT Consultant (Contractor) in advance for substituting for him on his WJOB Program.

- **Councilor Dan Vassar:** *•Redevelopment Commission Liaison.*

Councilor Vassar acknowledged the Redevelopment Director, who reported that the that the Main Street Bureau was hosting its rescheduled Car Cruise for the Downtown on October 3 from 12 to 4 p.m.

The Redevelopment Director also reported on the continuing review of the architects that submitted proposals for the redesign of the Town Theater on Kennedy Avenue.

Councilor Vassar also expressed appreciation for Don Haynes' service on the Plan Commission. He also announced that Elizabeth Hoffman was seeking sponsors to support completion of her project to earn the Girl Scout Gold Award.

- **Councilor Steve Wagner:** *• Advisory Board of Zoning Appeals Liaison; Information Technology Liaison.*

Councilor Wagner expressed gratitude that his work with the United Steelworkers of America negotiations did not keep him away from the meeting. He also commended the workforce for having no reportable injuries in the month of August.

Councilor Wagner acknowledged the Building Commissioner, who reported briefly on pending matters before the Advisory Board of Zoning Appeals.

- **Councilor Konnie Kuiper:** *• Fire Department, Liaison • Chamber of Commerce Co-Liaison.*

Councilor Kuiper acknowledged the Police Chief who reported that the fire Department would be hosting its annual Open House on Saturday, October 10, 2015 from 10:00 a.m. to 3:00 p.m.

- **Council President Mark Herak:** *Municipal Executive • Budget and Finance Chair • Liaison to the Board of Sanitary Commissioners • Liaison to the Community Events Commission • Liaison to the Board of Waterworks Directors.*

Council President Herak noted that meeting conducted at the offices of Indiana Department of Environmental Management in Indianapolis with representatives from the Highland and Hammond Sanitary Districts was not positive.

Comments from Visitors or Residents:

1. Mike Kokot, 8938 Wildwood Drive, Highland, indicated that he noticed a great number of vehicles with Illinois plates at the Hampton in Highland apartments. He inquired whether there was enforcement related to these. It was noted that there was an officer specially detailed to these types of violations who was engaged citing violations.

Payment of Accounts Payable Vouchers. There being no further comments from the public, Councilor Vassar moved to allow the vendors accounts payable vouchers as filed on the pending accounts payable docket, covering the period August 25, 2015 through September 14, 2015 as well as the payroll dockets for the paydays of August 7 and August 21, 2015. Councilor Wagner seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The accounts payable vouchers for vendors and payroll dockets were allowed, payments allowed in advance were ratified, and for all remaining invoices, the Clerk-Treasurer was authorized to make payment.

Vendors Accounts Payable Docket:

General Fund, \$424,515.66; Motor Vehicle Highway and Street (MVH) Fund, \$16,931.84; Local Road and Street Fund, \$34,866.61; Law Enforcement Training and Supply Fund, \$4,352.52; Capital Projects Retainage Trust and Agency Fund, \$5,068.06; Flexible Spending Account Agency Fund, \$1,034.56; Insurance Premium Fund, \$140,451.97; Information and Communications Technology Fund, \$7,153.46; Solid Waste Management Grant Fund, \$110,338.12; Special Events Non-reverting Fund, \$278.47; Police Pension Fund, \$66,575.63; Cumulative Capital Development Fund, \$1,833.13; General Improvement Fund, \$12.00; Traffic Violations and Law Enforcement Agency Fund, \$10,831.50; Total: \$ 824,243.53.

Payroll Docket for payday of August 7, 2015:

Council, Boards and Commissions, \$0.00; Office of Clerk-Treasurer, \$15,203.99; Building and Inspection Department, \$7,954.71; Metropolitan Police Department, \$111,607.09; Fire Department, \$3,266.53; Public Works Department (Agency), \$64,216.84 and 1925 Police Pension Plan Pension Fund, \$0.00; Total Payroll: \$202,249.16.

Payroll Docket for payday of August 21, 2015:

Council, Boards and Commissions, \$8,502.00; Office of Clerk-Treasurer, \$15,174.02; Building and Inspection Department, \$7,864.27; Metropolitan Police Department, \$100,832.95; Fire Department, \$2,946.22; Public Works Department (Agency),

\$62,697.43 and 1925 Police Pension Plan Pension Fund, \$63,494.89; Total Payroll: \$261,511.78.

Announcement of Study Session. The Town Council President announced that the Town Council would be convening in a study session following the plenary business meeting. However, shortly after convening at 8:30 p.m., the meeting was adjourned owing to the late hour.

Adjournment of Plenary Meeting. Councilor Kuiper moved that the plenary meeting be adjourned. Councilor Zemen seconded. Upon a vote *viva voce*, the motion passed. The regular plenary meeting of the Town Council of Monday, September 14, 2015 was adjourned at 8:22 O'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer